

ATTACHMENT 1

**RFA 13-23
ATTACHMENT 1
RFA SUBMISSION CHECKLIST**

Applicant Name: _____

Directions: Please place the documents in the following order prior to submission. Please check or initial all sections below as they are included in your Application.

Rider 2

____ **Attachment 1 – RFA Submission Checklist:**

Please include this at the beginning of the Application.

____ **Attachment 2 – Application Cover Sheet:**

An official authorized to bind the Applicant to its provisions must sign the application. If the official signs the Application Cover Sheet (**Attachment 2**) and the Application Cover Sheet is attached to the Applicant's application, this requirement will be deemed met.

____ **Attachment 3 – Applicant Information Summary:**

Please complete all portions of this form. Please note that representatives from the Applicant Agency, as well as from each county children and youth office are required to electronically sign this form. This will become part of **Rider 2** within the Grant Agreement.

____ **Attachment 4 – Children's Trust Fund Program and Data Requirements:**

Please complete, initial, and sign this form agreement regarding OCDEL's Family Support Program and Data Requirements. This document will become part of **Rider 2** within the Grant Agreement.

____ **Attachment 5 - Work Statement Applicant Responses:**

Please complete the Work Statement in clear, specific language. Please label the Work Statement as **Rider 2**. For guidance, please refer to **Attachment 5**. If selected for grant award, the Work Statement becomes part of the grant agreement as **Rider 2**.

____ **Attachment 6 – Logic Model:**

Please include a Logic Model as described in **Attachment 6**. This will become part of **Rider 2** within the Grant Agreement.

____ **Attachment 7 – Strengthening Families Protective Factors Framework:**

Please include the documents, there is nothing to complete on the attachments.

____ **Attachment 8 – Workers Protection and Investment Certification Form:**

Please complete and attach the Workers Protection and Investment Certification Form using the directions provided.

____ **Attachment 9 – Trade Secret/Confidential Proprietary Information Notice**

Please complete and attach the Trade Secret form using the directions provided **only if applicable**.

____ **Attachment 10 – Lobbying Certification Form and Disclosure of Lobbying Activities:**

Please complete and attach the Lobbying form using the directions provided.